

**OFFICIAL MINUTES
MCKENZIE MUNICIPAL-REGIONAL PLANNING COMMISSION
23 APRIL 2015 MEETING
McKENZIE MUNICIPAL COMPLEX @ 4:30 PM**

I. Call to Order:

Vice Chairperson Keith Priestley called the 23 April 2015 meeting to order at 4:30 P.M.

II. Roll Call / Establishment of a Quorum:

MMRPC: Keith Priestley, Vice-Chair; Jill Holland, Mayor; Garlon Prewitt, Secretary; Ken Mitchum, Gene Hale (Council Liaison); Bobby Young

Absent: Dean Robb, Medical

Quorum Present: Yes

Planning Staff: Shelton I. Merrell, Regional Planner, SW TN Development District

Other: David M. Kelly, Codes Officer Consultant; Ben Bradberry, Grant Writer/RPO Coordinator

Media: None

III. Reading and Approval of the 26 March 2015 Minutes:

Motion by: Bobby Young; **Second by:** Garlon Prewitt; **Passed:** 6-0

IV. Approval of Agenda for 23 April 2015: Reviewed.

Motion by: Garlon Prewitt; **Second by:** Bobby Young; **Passed:** 6-0

V. Reports:

A. Main Street Progress:

Commissioner Prewitt updated the MMRPC on the progress of the McKenzie Main Streets application. Final review by Mayor Holland, CLG Coordinator Jennifer Waldrup and Garlon Prewitt will be completed before the application deadline.

B. Grants:

Mayor Holland stated the McKenzie Multi-Module Grant for sidewalks and lighting will be awarded soon and we are in a good position to receive it.

VII. Old Business:

A. Review and Discussion of the Proposed City of McKenzie Development Fee Schedule

The existing Building Permit fee and Inspection fees that cover expenses for additional work that often occurs on projects was determined to be ready for recommendation to the McKenzie Board of Mayor and Council. This will require two recommendations to McKenzie Board of Mayor and Council.

Motion by: Gene Hale; **Second by:** Bobby Young; **Passed:** 6-0

The fees are given on page two:

RECOMMENDED DEVELOPMENT FEES

SUBDIVISION REVIEW BASED ON NUMBER OF LOTS

CLASSIFICATION OF SUBDIVISION	NUMBER OF LOTS	FEE
MINOR	2 LOTS	\$ 75
MINOR	3 AND 4 LOTS	\$100
MAJOR	5 THRU 9 LOTS	\$150
MAJOR	10 THRU 14 LOTS	\$250
MAJOR	15 THRU 24 LOTS	\$400
MAJOR	25 LOTS AND OVER	\$500.00 (MINIMUM)

SITE PLAN REVIEW

SERVICE	FEE
FIRST SUBMITTAL	\$100
SUBSEQUENT SUBMITTALS/REVISIONS	\$50

BOARD OF ZONING APPEALS MEETINGS

SERVICE	FEE
ADMINISTRATIVE REVIEW	\$75
USE PERMITTED ON APPEAL REQUEST	\$75
VARIANCE REQUEST	\$75
ZONING MAP DISTRICT BOUNDARY INTERPRETATION	\$75

ZONING AMENDMENTS

TYPE OF AMENDMENT	FEE
APPLICATION FOR MAP AMENDMENT (REZONING)	\$75
APPLICATION FOR ZONING ORDINANCE TEXT AMENDMENT	\$150

RECOMMENDED BUILDING PERMIT FEE

Refer to the Building Permit Fee Calculator for Base Fees, Including Initial Inspection.

FEE PER INSPECTION/PER LOT

The “per inspection” fee was revised to **\$60**, the amount currently charged by David Kelly, Codes Officer Consultant.

B. Permit Calculator Explanation:

Charlie Beal, City Recorder, met with the MMRPC to further explain the building permit fee calculator. Mr. Beal gave a presentation that clarified the questions from the last MMRPC meeting and conducted a question/answer session.

Motion to accept the values in the building permit calculator:

Motion by: Gene Hale;

Second by: Bobby Young;

Passed: 6-0

XIII. New Business:

A. Discussion of Section R313.2, Townhouse and 1 & 2 Family Dwellings Plan Amendment:

After a discussion, it became evident that the City of McKenzie needs to adopt the State of Tennessee sprinkler codes for Townhouse and 1 & 2 Family Dwellings as required by the International Residential Code.

Motion by: Gene Hale

Second by: Jill Holland

Passed: 6-0

IX. Other Business:

A. May Agenda and Regular Planning Commission Meeting:

Due to the absence of Chairperson Dean Robb, a motion was made to table this task until the next meeting.

Motion by: Bobby Young;

Second by: Ken Mitchum;

Passed: 6-0

B. By-Law Change:

Gene Hale asked if we could change the Agenda meeting starting time to 4:30 P.M.
After a discussion, a motion was made to change the starting time from 2:30 P.M. to 4:30 P.M.

Motion by: Gene Hale;

Second by: Bobby Young;

Passed: 6-0

C. Presentation by Ben Bradberry, Grant Writer/RPO Coordinator

Ben Bradberry gave a short presentation to introduce himself and how he can help McKenzie within the capacity of his position as a grant writer, RTO coordinator, and working with TDOT.

D. Meeting Schedule:

Agenda Meeting: Thursday, 14 May 2015 at **4:30 P.M. (CHANGE)**

Regular Meeting: **Tuesday, 26 May 2015 at 4:30 P.M. (CHANGE)**

X. Adjournment

Motion by: Bobby Young;

Second by: Ken Mitchum;

Passed: 6-0

The 23 April 2015 McKenzie Municipal-Regional Planning Commission meeting adjourned at 5:23 P.M.